JOB ANNOUNCEMENT

The City of Norwich announces a closed promotional and an open examination to fill a vacancy and establish an eligibility list for the following classification:

56495 – ADULT SERVICES MANAGER

Human Services Department

Open Until: Thursday, August 25, 2022 at 04:30 PM EST

Rate of Pay: $79,987.05 - $86,298.80

General Description

This is responsible, professional and supervisory work involving the implementation of general assistance, community outreach, advocacy, and referral services. Work involves responsibility for supervising the provision of social services to city residents. Duties include scheduling, assigning and overseeing the activities of the adult services staff, providing staff education, training and support, defusing or de-escalating hostile and potentially violent confrontations with clients, and participating in social services case work. This position also has the responsibility for making difficult social services technical decisions in conjunction with the Director of Human Services. The work requires that the employee have considerable knowledge, skill and ability in social service programs including the State of Connecticut General Assistance Regulations.

Qualifications

A bachelor's degree from a recognized college or university in social work, psychology, sociology or a related field, plus four years of progressively responsible experience in professional social services work. Must have supervisory experience. Must have a valid Connecticut Driver's License.

Important Information

In order to be considered, applicants must demonstrate on their application they meet the minimum qualifications as stated in the job announcement.

You must reside within the State of Connecticut, 60 miles from Norwich within one year of appointment.

The complete job description is available online.

Examination will consist of 100% written OR 100% oral OR 100% experience and training.

To apply visit our website at www.norwichct.org/hr.
For questions or additional information, call (860) 823-3836.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

8/4/2022